
Civil Action No. _____

PROOF OF SERVICE

(This section should not be filed with the court unless required by Fed. R. Civ. P. 4 (l))

This summons for (name of individual and title, if any) _____
was received by me on (date) _____ .

- I personally served the summons on the individual at (place) _____
on (date) _____ ; or
- I left the summons at the individual's residence or usual place of abode with (name) _____
_____, a person of suitable age and discretion who resides there,
on (date) _____ , and mailed a copy to the individual's last known address; or
- I served the summons on (name of individual) _____ , who is
designated by law to accept service of process on behalf of (name of organization) _____
on (date) _____ ; or
- I returned the summons unexecuted because _____ ; or
- Other (specify): _____

My fees are \$ _____ for travel and \$ _____ for services, for a total of \$ 0.00 .

I declare under penalty of perjury that this information is true.

Date: _____ _____
Server's signature

Printed name and title

Server's address

Additional information regarding attempted service, etc: